

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 142
SEPTEMBER 12, 2012 – WORK SESSIONS**

**Island County Auditor
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor on Wednesday, September 12, 2012, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member - Excused

Present: Sheilah Crider, Auditor, Anne LaCour
Others Present: Elaine Marlow, Budget Director, Jackie Henderson, Jerry Pfannenstiel

Subject/Description: Replacement of main document scanner in Recording Department
Attachment: none
Action Requested: Approval to transfer funds from O & M fund balance into the Auditor's operating budget for replacement of main document scanner; approximately \$10,000.00.
Follow up: Okay with Board.

Add-On – Human Services

Subject/Description: Voucher for veterans services program
Attachment: none
Action Requested: Approval to waive policy and pay voucher that is \$153.00 over the temporary housing allowance.
Follow up: Okay with Board.

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, September 12, 2012, at 9:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member – Excused

Staff Present: Tim Lawrence, Director, Lynette Goodell
Others Present: Elaine Marlow, Budget Director

Record @ 11:40

Subject/Description: Update on WSU Extension
Attachment: none
Information:

- Lantern House Dedication Ceremony held September 8, 2012
- Clarified WSU Extension budget requests
- Continuing to move forward with the WSU Extension Cost Benefit Analysis.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 143
SEPTEMBER 12, 2012 – WORK SESSIONS**

Subject/Description: Interagency Agreement

Attachment: agreement

Action Requested: Approval of Interagency Agreement between Washington State Department of Agriculture and Island County and its Agent Island County Noxious Weed Control Board; Contract Number: K996; Terms of Contract: 7/1/12-6/30/13; Contract Amount: \$10,185.00.

Follow up: Okay Board to move forward to Monday's agenda.

**Facilities Department
Summary Minutes**

Work Session was held between the County Commissioners and Facilities Department on Wednesday, September 12, 2012, at 9:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member – Excused

Staff Present: Dan Sherk, Facilities Director

Others Present: Elaine Marlow, Budget Director

Record @ 21:29

Subject/Description: Jail Chiller update

Attachments: none

Information: Dan noted that the 1st stage compressor of the jail chiller needs to be replaced. He is working with Bryant Mercil on a long rang fix to the Jail HVAC system.

Dan provided three options for fixing the compressor:

1. Replace the broken compressor in house - \$5200.00 (Dan's recommendation)
2. Hire contractor to replace the broken compressor - \$10,000.00
3. Replace the broken compressor with a new chiller flat plate designed to save energy and be a part of the long term HVAC fix - \$130,000-\$160,000

Follow up: The Board concurred with Dan's recommendation.

Subject/Description: Miscellaneous

Attachments: none

Information:

- Purchasing LED bulbs (most of the savings is in outdoor fixtures)
- Looking into the cost of CDL training to allow his staff to use of Public Work's heavy equipment

**Island County Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, September 12, 2012, at 9:40 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 144
SEPTEMBER 12, 2012 – WORK SESSIONS**

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member - Excused

Present: Ana María d Nunez, Treasurer
Others Present: Elaine Marlow, Budget Director

Record @ 35:06

Subject/Description: Supplement processing

Attachment: none

Action Requested: Approval for 2012 Budget Amendment to provide overtime for 2 Deputies to process the backlog of pending supplements (8 additional work hours per week for 4-6 weeks); approximately \$3500.00.

Follow up: Okay with Board.

**Juvenile & Family Court Services
Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, September 12, 2012, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member - Excused

Staff Present: Andrew Somers
Others Present: Elaine Marlow, Budget Director

Record @ 50:53

Subject/Description: Contract Agreement – Amendment #1

Attachment: contract

Proposed Action: Approval of Amendment to Contract Agreement for Detention Food Services between Island County Juvenile and Consolidated Food Management; removing the automatic renewal language and adopting new language to be in compliance with Nutrition Standards in the National School Lunch and School Breakfast Programs.

Follow up: Okay with Board to move forward to a Monday agenda.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, September 12, 2012, at 10:05 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member - Excused

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 145
SEPTEMBER 12, 2012 – WORK SESSIONS**

Staff Present: Sheriff Mark Brown, Wylie Farr

Others Present: Elaine Marlow, Budget Director

Record @ 52:23

Subject/Description: Miscellaneous

Attachment: none

Information:

- Updated Board on expenses related to Baker Homicide investigation.
- Island County Sheriff's Office was not one of the recipients of the COPS Hiring Program.
- Briefed the Board on staffing issues with the Town of Coupeville's Marshall's Office and the possibility of the Town of Coupeville contracting with the Island County Sheriff's Office for Law Enforcement Services as a short term solution.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, September 12, 2012 at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member - Excused

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Melanie Bacon

Record @01:00:53

Subject/Description: Commissioner's Office budget discussion

Attachments: yes

Information: Elaine Marlow reviewed the Commissioner's Office budget with the Board. Debbie Thompson, Office Administrator, reported in her Budget Narrative that she does not anticipate any change to the administrative budget for the Commissioner's Office.

The Board approved upgrading the Office Manager on Camano from a C-7 to C-8, effective at the beginning of the next pay period.

Subject/Description: Job Requisition

Attachment: yes

Action Requested:

Facilities

- Upgrade Office Manager from a C-8 to a C-9, effective at the beginning of the next pay period.

Follow up: Okay with Board.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 146
SEPTEMBER 12, 2012 – WORK SESSIONS**

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, September 12, 2012, in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member

Staff Present: Elaine Marlow, Budget Director, Don Mason

Subject/Description: Conservation Futures update for 2010 and 2011

Attachments: yes

Action Requested: Postponed to 9/19/12 work session.

Follow-up:

Subject/Description: 2012 Applications for Conservation Futures Funds

Attachment: yes

Action Requested: Postponed to 9/19/12 work session.

Follow up:

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

ATTEST:

Elaine Marlow, Clerk of the Board